

## BUILDING INSPECTION REPORT – CHILD CARE CENTERS

**Use of form:** Child care centers are required to meet the commercial building codes. Use of this form is voluntary; however, completion of this form by the inspector will meet the requirements of HFS 45.06(1)(a) and HFS 46.06(1)(a) and 55.43(1)(d). Personally identifiable information will be used for identification purposes only.

**Instructions:** A commercial building inspector, registered architect or engineer shall visibly observe the physical plant to determine compliance with each item and note whether the building is in compliance with the applicable code. The child care center shall provide the Department with a copy of the completed inspection report. Note: If any items are indicated as not being in compliance at the time of the initial inspection, required modifications must be made and a final inspection completed to document that necessary modifications have been made.

- ☐ New child care facility      ☐ Altered existing child care facility  
☐ Initial inspection      ☐ Final inspection

**NOTE:** The child care center must attach a diagram of all interior and exterior spaces that will be utilized by the center. The diagram must include dimensions, a description of each room's usage and the ages of children that will be cared for in each room.

### BUILDING OWNER

Name	Address (Street, City, State, Zip Code)	Telephone Number
------	---	------------------

### OCCUPANT / LICENSEE

Name	Address (Street, City, State, Zip Code)	Telephone Number
------	---	------------------

The above facility was inspected on \_\_\_\_\_ Proposed capacity: \_\_\_\_\_

### I USE AND OCCUPANCY CLASSIFICATION

1. ☐ E \_\_\_\_\_ More than five children, but not more than five under 2 ½ years.  
**OR**  
Five to 100 children, 2 ½ years or less, if all rooms are on the level of exit discharge and each room has an exterior door (other than single family homes). **NOTE:** No steps up or down may be present at each door.
2. ☐ I-4 \_\_\_\_\_ More than five children, 2 ½ years or less (other than single family homes).
3. ☐ Yes ☐ No Children under 2 years of age will be cared for on a level other than ground level or first floor. Identify room on diagram of facility.

**NOTE:** Licensing rules for group child care centers (HFS 46) may be more restrictive than building codes for the amount of space accessible to children and the number of toilets and washbasins. See HFS 46.06 for building requirements. Rooms used to serve children under age 2 are required to have a diaper changing sink located within the room. See HFS 46.09(4)(b).

### II E OCCUPANCY REQUIREMENTS

**Check Box If Building Is NOT Currently Meeting Requirements.**

**Note:** A license will not be issued until all commercial building codes have been met.

	Met	Not Met	Commerce Code Cite	Description
1.	<input type="checkbox"/>	<input type="checkbox"/>	302.3.2, 302.3.3, Table 302.3.3	Fire separation
2.	<input type="checkbox"/>	<input type="checkbox"/>	Table 803.4	Interior finishes
3.	<input type="checkbox"/>	<input type="checkbox"/>	903.2.2	Sprinklers – fire areas greater than 20,000 sq. ft.
4.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1003.2.2.2	Maximum floor area per occupant – 20 sq. ft. per person. <b>NOTE:</b> HFS 46.06(7)(a) requires centers to have a minimum of 35 sq. ft. of usable space per child in capacity.
5.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1003.2.3	Required egress width ("occupancies other" line)
6.	<input type="checkbox"/>	<input type="checkbox"/>	1003.2.10	Exit lights
7.	<input type="checkbox"/>	<input type="checkbox"/>	1003.2.11	Illumination of egress path – must be illuminated at all times
8.	<input type="checkbox"/>	<input type="checkbox"/>	1003.3.1.9	Panic hardware required – more than 100 people (including all people in the building)

	Met	Not Met	Commerce Code Cite	Description
9.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1004.2.1.	Space allowed with one exit – 50 people maximum
10.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1004.2.4	Exit access travel distance – 200' without sprinklers; 250' with sprinklers
11.	<input type="checkbox"/>	<input type="checkbox"/>	1004.2.5	Common path of travel – 75' maximum
12.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1004.3.2.1	Fire rated corridors – corridors serving more than 30 people – one hour without sprinklers; two hours with sprinklers
13.	<input type="checkbox"/>	<input type="checkbox"/>	1005.2.2	Buildings with one exit – one story – 50 maximum occupants – 75' maximum travel distance
14.	<input type="checkbox"/>	<input type="checkbox"/>	1005.3.2	Stair enclosures – four or more stories – two hours; other – one hour. See Exception – 1 – 8.
15.	<input type="checkbox"/>	<input type="checkbox"/>	Chapter 11	Accessibility – no different than any other commercial building
16.	<input type="checkbox"/>	<input type="checkbox"/>	1204	Natural light (net glazed area, minimum percent of floor area in room served)
17.	<input type="checkbox"/>	<input type="checkbox"/>	Table 2902.1	Toilet fixtures – one per 50 males; one per 50 females. <b>NOTE:</b> HFS 46.06(10) requirements for toilets and sinks will need to be met.
18.	<input type="checkbox"/>	<input type="checkbox"/>	907.2.3	Manual fire alarms (when smoke detectors or sprinklers are present, manual fire alarms must be interconnected with detectors or sprinklers). <b>NOTE:</b> If building has more than 50 occupants, exception 2 must be met.
19.	<input type="checkbox"/>	<input type="checkbox"/>	1003.3.3.11	Handrails – ramps and stairways

**COMMENTS**

**III I-4 OCCUPANCY REQUIREMENTS**

**Check box if building is NOT currently meeting requirements.**

**Note: A license will not be issued until all commercial building codes have been met.**

	Met	Not Met	Commerce Code Cite	Description
1.	<input type="checkbox"/>	<input type="checkbox"/>	302.3.2, 302.3.3., Table 302.3.3	Fire separation
2.	<input type="checkbox"/>	<input type="checkbox"/>	Table 803.4	Interior finishes
3.	<input type="checkbox"/>	<input type="checkbox"/>	903.2.5	Sprinklers – all I occupancies must be sprinklered
4.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1003.2.2.2	Maximum floor area per occupant – 20 sq. ft. per person <b>NOTE:</b> HFS 46.06(7)(a) requires centers to have a maximum of 35 sq. ft. of usable space per child.
5.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1003.2.3	Required egress width (“occupancy other” line)
6.	<input type="checkbox"/>	<input type="checkbox"/>	1003.2.10	Exit lights
7.	<input type="checkbox"/>	<input type="checkbox"/>	1003.2.11	Illumination of egress path – must be illuminated at all times except for sleeping rooms
8.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1004.2.1	Spaces allowed with one exit – ten people maximum

	Met	Not Met	Commerce Code Cite	Description
9.	<input type="checkbox"/>	<input type="checkbox"/>	Table 1004.2.4	Exit access travel distance – 200' maximum
10.	<input type="checkbox"/>	<input type="checkbox"/>	1004.2.5	Common path of travel – 75' maximum
11.	<input type="checkbox"/>	<input type="checkbox"/>	1005.2.2	Buildings with one exit – one story – ten maximum occupants. 75' maximum travel distance
12.	<input type="checkbox"/>	<input type="checkbox"/>	1005.3.2	Stair enclosures – four or more stories – two hours; other – one hour.
13.	<input type="checkbox"/>	<input type="checkbox"/>	Chapter 11	Accessibility – all floor levels in an I-4 must be accessible
14.	<input type="checkbox"/>	<input type="checkbox"/>	1204	Natural light
15.	<input type="checkbox"/>	<input type="checkbox"/>	Table 2902.1	Toilet fixtures – one per fifteen males; one per fifteen females <b>NOTE:</b> HFS 46.06(10) requirements for toilets and sinks must be met.
16.	<input type="checkbox"/>	<input type="checkbox"/>	907.2.6	Manual / automatic fire alarms
17.	<input type="checkbox"/>	<input type="checkbox"/>	1003.3.3.11	Handrails – ramps and stairways

**COMMENTS**

\_\_\_\_\_  
Name – Building Inspector (Print)

\_\_\_\_\_  
Commerce ID Number

\_\_\_\_\_  
**SIGNATURE** – Commercial Building Inspector

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Name – Building Inspector Employer (Print)

(      )  
\_\_\_\_\_  
Telephone Number